

**JACKSON COUNTY PARKS AND RECREATION COMMISSION
1992 WARREN AVENUE
JACKSON, MICHIGAN 49203**

May 18, 2016

CALL TO ORDER: Mike Way, Chairman at 7:59 a.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Cmrs. **Alexander, Beaman, DuBois, Lloyd, Polaczyk, Price, Snyder, Torres, and Way**
Excused: Cmr. **Seitz**
Director: **Jeff Hovarter**, County Parks Director
Staff: **Becky Humphrey, Mike Hoskins, Dan Lusty**
Visitors: **Adam Brown**, Deputy County Administrator, **Rista** from Indonesia, **Jen** from Thailand, **Kay Dunkel**, Spring Arbor Township resident, and **Roger Gaede**

APPROVAL OF AGENDA

Moved by Polaczyk, supported by Price to approve the May 18, 2016 agenda. Motion carried.

APPROVAL OF MINUTES

Moved by Torres, supported by Dubois to approve the April 2016 Meeting Minutes. Motion carried.

PUBLIC COMMENT

Kay Dunkel – Excited to be here for the Lime Lake Aquatic Habitat Grant. Thank you!

Roger Gaede – Gave the Parks Director a file of information on the toilet facility the Village of Brooklyn uses and what the Parks Department has out at Minard Mill County Park. The Village of Brooklyn hasn't really used the water heater and it was approximately \$3,100 for the slab. Also, the last time here and this time Roger noticed there were no GPS units on the golf carts and wondered why. Discussion.

COMMUNICATIONS

1. Letter from The Village of Concord
Re: Five Year Parks and Recreation Plan 2016-2020
2. Letter from Project HOPE
Re: Donation
3. Letter from James Allen Murray/Shepherd-Hicks Family Reunion
Re: Honoring the Jackson County Parks Department
4. Thank you letter to Margaret Myers
Re: Donation to support Horton Park and Irrigation to The Cascades
5. **Friends of the Falling Waters Trail** minutes of April 5, 2016

6. **Cascades Park Foundation** minutes of April 20, 2016
7. **Jackson County Parks Association** minutes of April 19, 2016
8. **Champion Team** minutes of April 14, 2016
9. **Champion Team Ad-Hoc Committee** minutes of May 2, 2016

Moved by Torres, supported by DuBois to receive the communications. Motion Carried.

DIRECTOR'S REPORT

- ✚ Staff met with City of Jackson representatives to discuss their plans for reconstructing Kibby Road in adjacent to Sparks Foundation Park. The intent is to make sure their design/ engineering is coordinated with the design/ engineering of the Trail Connector Project we are working on. They do not plan to begin road reconstruction until 2017 but they will be completing design in 2016. Their early conceptual design ideas would significantly change the Kibby Road/ Denton Road entrance to Sparks Foundation Park.
- ✚ Work on the Camp Teetonkah business plan continues. Staff spent five hours last week at the camp taking pictures to document infrastructure and the current site plan. We have also received a data base of current/ five history of operating revenues and expenses. I hope to wrap up the research by the end of June and will begin working on a business plan report and camp operating plan.
- ✚ On May 9th the County Commission Agencies & Affairs Committee approved the Parks Department staff changes I have requested. This Staff Report will be moved to the May 24th County Commission meeting as a "consent" agenda item. Upon approval we will begin the recruitment process for a Parks Planning & Operations Manager. I would hope to have that person on staff by Mid July.
- ✚ Upon approval by the Parks Commission, we will move the Lime Lake Aquatic Habitat Project Agreement to the County Commission for approval in June. I would not expect design/ engineering to begin before August sometime. Actual construction/ repair will not begin until late fall.
- ✚ We will begin emergency repair work on the Cascades stairwell and railing Monday, May 16th. This is being done so we can get the repairs made before we open to the public on May 27th. This is a public safety issue and if not addressed would have resulted in the closure of the left staircase of the Cascades for nearly half of the season. The cost of repairs exceeds my approval authority and requires Parks Commission and County Commission approval. Because of the emergency situation we initiated the work prior to those approvals. The Staff Report on this project will be put through the appropriate approvals "defector, after the fact".
- ✚ An Ad Hoc Committee of the Champions Team met on May 2nd to discuss the role of the Champions Team moving forward. Approximately \$470,000 has been identified and secured to fund part of the Phase II Cascades improvements. At this point the plan is to construct the new Pump House (without any of the mechanical) and to look at constructing a separate "Splash

Pad” Aquatic Center inside the Cascades. I have been pushing for this new facility based on several needs. They include the desire to create increased use of the Cascades facility both in the total hours weekly as well as attendance; to create new stakeholders; and to create a consistent new revenue source to further support the operations of the Cascades. I estimate the total budget to build both the Pump House and the Splash Pad to be \$650,000. This leaves \$180,000 to be raised to fully fund the project.

Moved by Polaczyk, supported by Lloyd to receive the Directors Report. Motion Carried.

OLD BUSINESS - None

NEW BUSINESS

- **Clark Lake Community Center Licensing and Maintenance Agreement**

Moved by DuBois, supported by Alexander to approve the continuation of the Clark Lake Community Center Licensing and Maintenance Agreement starting May 2016 thru May 2021, with an option to renew for an additional five year period starting May, 2021. Motion carried.

- **Lime Lake Restoration**

Moved by Torres, supported by Alexander to approve and move forward with the Lime Lake Restoration AH15-515 Grant Agreement with the Michigan Department of Natural Resources. Motion carried.

- **Sparks Park Inter-City Trail Connector**

Moved by DuBois, supported by Polaczyk to approve and move forward the TF15-0092 Sparks Park Inter-City Trail Connector Grant Project Agreement with the Michigan Department of Natural Resources Trust Fund in the amount of \$267,000. Motion carried.

Moved by Torres, supported by Beaman to approve the proposal for the engineering services of Spicer Group for the Sparks Park Inter-City Trail Connector project. Motion carried.

- **Sparks Park Batwing Mower**

Moved by Lloyd, supported by Price to approve the purchase of the Sparks Park 12’ Batwing Mower from Bates Tractor and Equipment in Coldwater MI for the amount of \$12,171.72. Motion carried.

- **Skid Steer Loader**

Moved by Price, supported by Snyder to approve the purchase of a Cat model 257D Skid Steer Loader from Michigan Cat on the MiDeal Governmental contract for \$58,611.00. Motion carried.

- **Golf Course Rotary Mower**

Moved by DuBois, supported by Beaman to approve the purchase of a Grounds Master 3500-D rotary mower for Cascades Golf Courses from Spartan Distributors in the amount of \$30,753.17. Motion carried.

- **Emergency Repairs to The Cascades Stairwells and Railing System**

Moved by Polaczyk, supported by DuBois to approve the emergency repairs to sections of stairwell and railing on the left side of The Cascades. Motion carried.

April 2016 FINANCIALS

Moved by Polaczyk, supported by Price to receive the April 2016 Financial Reports. Motion carried.

Moved by Polaczyk, supported by Lloyd to approve the April 2016 Claims Report. Motion carried.

PUBLIC COMMENT

Kay Dunkel – To her recollection that ever since the group of lake owners partnered with the Jackson County Parks to repair the breach at the Lime Lakes, Brandon Ransom (prior Parks Director) did not think the use of just marrow would be the answer to repair the breach. Williams Farm donated the marrow to help with the project. When it all washed away, it was very disheartening. When Professor Joseph Jaworski, Professor of Biology at Spring Arbor University was alive he was very much involved with the Flora of Lime Lake area Fen and since his passing, Kay found a booklet of the Flora of the Lime Lake Fen that Professor Jaworski had prepared. Kay gave the booklet on loan to the Jackson County Parks Department to copy for their files.

Roger Gaede- Fen is different than water wetland. Roger appreciates mentioning modern restrooms. Vineyard Lake and Clark Lake County Parks have pump sets. Since they have been installed, Parks is paying sewer bills. At the Columbia Township meeting it was decided that sewer bills are going to be going up. Vineyard Lake County Park is highly used and the Parks is paying for porta johns and sewer.

COMMISSIONER COMMENTS

Cmr. Torres – Thank you Adam! For everything you have done for the Parks and wish you all the best in your new endeavor.

Cmr. Snyder – I want to piggy back on what Cmr. Torres stated and also thank you for the level of funding for the Parks, it has been phenomenal. Adam you have done more individually for the Parks than any other administration. Thank you.

Cmr. Alexander – We need a group photo of Adam with the Park Commission. Jeff's presentation needs to go on all the social media outlets. Also, the 1776 Musical does not indicate we are charging a different price for the dates of the performances of the musical.

Cmr. Beaman – Tweeted out the poster for the 1776 Musical so that the information will get out to more of the millennials – they pretty much use only social media. The wash pad for golf carts looks great, the question is where is the contamination going from washing the carts? Discussion.

Cmr. Price – 4 things – 1) Spring may be coming, can we go back to the different parks to hold our commission meetings? 2) Likes the idea of bringing more events like the Civil War Muster to our parks. 3) Could we add something about handicapped in our presentations moving forward? – Discussion 4) Lime Lake, if people on our board want to see the breach, G.R.E.A.T. could provide kayaks for the board members. And thank you and Jeff for bringing up G.R.E.A.T. !

ADJOURNMENT

There being no further business, the meeting adjourned to the call of the Chair at 9:27 a.m.

Mike Way, Chairman

Jackson County Parks & Recreation Commission